

# PEORIA HOUSING AUTHORITY (IL003)

## PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2003

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** PEORIA HOUSING AUTHORITY

**PHA Number:** IL003

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2003

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices

**Display Locations for PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

-  
**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

**The Peoria Housing Authority is committed to providing affordable housing opportunities for all of the citizens living in an area generally known as "Central Illinois." In addition, through the development of strong partnerships with current residents and appropriate community agencies, the Peoria Housing Authority seeks to develop new programs (housing, social and educational) to enhance the quality of life for residents, thereby offering numerous opportunities for self-sufficiency.**

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ PHA Goal: Expand the supply of assisted housing
- Objectives:
- |  |                  |
|--|------------------|
| <input checked="" type="checkbox"/> Apply for additional rental vouchers:  |                  |
| <b>Special use only with elderly &amp; DCFS related</b>  | <b>100</b>       |
| <input checked="" type="checkbox"/> Reduce public housing vacancies:   | <b>285</b>       |
| <input checked="" type="checkbox"/> Leverage private or other public funds to create additional housing opportunities: | <b>2,000,000</b> |
| <input checked="" type="checkbox"/> Acquire or build units or developments   | <b>24</b>        |
| <input checked="" type="checkbox"/> Other (list below) <b>(Achieve and sustain occupancy rate of 90%)</b>              |                  |

- ☒ PHA Goal: Improve the quality of assisted housing

Objectives:

- ☒ Improve public housing management: (PHAS score) **90%**
- ☒ Improve voucher management: (SEMAP score) **90%**
- ☒ Increase customer satisfaction: **50% over baseline**
- ☒ Concentrate on efforts to improve specific management functions:  
~~(list, e.g., public housing finance; voucher unit inspections)~~

**Operational deficiencies, voucher lease-up**

Vacancy Reduction

- ☒ Renovate or modernize public housing units:  
**With or without HOPE VI** **300**
- ☒ Demolish or dispose of obsolete public housing:  
**With or without HOPE VI, numbers will be different** **200**
- ☒ Provide replacement public housing: **24 units**
- ☒ Provide replacement vouchers: **200**
- ☐ Other: (list below)

- ☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☒ Provide voucher mobility counseling: Implemented 2001 & on-going
- ☒ Conduct outreach efforts to potential voucher landlords
- ☒ Increase voucher payment standards
- ☒ Implement voucher homeownership program: **2004**
- ☒ Implement public housing or other homeownership programs: **2003**
- ☒ Implement public housing site-based waiting lists:

**RiverWest (HOPE VI, Scattered Sites**

- ☐ Convert public housing to vouchers:
- ☒ Other: (list below)

1. **Sell remaining Turnkey III homeownership Program Houses;**
2. **Incorporate the Peoria Homeownership Program (PHOP) into Section 8 Family Self-Sufficiency Program, PHOP was approved by Board Resolution to be transferred to Peoria Opportunities Foundation; and**
3. **10% increase per year in the number of qualified persons with individual growth plans.**

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☒ PHA Goal: Provide an improved living environment
  - Objectives:
  - ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: **2002**
  - ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: **2002**
  - ☒ Implement public housing security improvements: **2000**
  - ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - ☒ Other: (list below)
1. **Enhance the image of Public Housing in our community**
  2. **PHA leadership will speak to at least 12 civic, religious or other groups per year to explain how important we are to the community.**

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- Work with media to ensure that there are at least 12 positive stories per year in the local media about PHA on one of it's residents.**
- ☒ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability:
- FSS Program coordinating Committee, Public Housing FSS and RGS Grant**
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
- Objectives:

-

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

**Easy access for offices and common areas at Taft and Sterling.  
Addition of 10 units at Sterling East 504. Coordinator analyses &  
process reasonable accommodation requests.**

**Offer Spanish translation 2002, TTY phone line – 2001, Easy Access  
to main office and Board room.**

- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☐ Other: (list below)

**Other PHA Goals and Objectives: (list below)**

-  
**Annual PHA Plan**  
**PHA Fiscal Year 2003**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

**Streamlined Plan:**

- ☐ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**PEORIA HOUSING AUTHORITY**  
5-Year Agency Plan Progress Report  
FY 2002

**Goal Number One – Increase the Availability of Decent, Safe and Affordable Housing**

The Peoria Housing Authority did not apply for any new Section 8 vouchers in FY 2002 to make progress toward leasing the vouchers remaining. As of August 2002, the lease up rate was 92.5%

There has been no reduction of public housing vacancies, due to stricter screening policies and enforcement of leases but efforts are under way to work with applicants denied due to house keeping and credit problems.

PHA was awarded \$823,968 in FY 2002 for replacement housing as result of the loss of funding under the Capital Fund Program due to the demolition of the former Warner Homes. PHA plans utilize funds to create additional housing opportunities by the construction of seven properties adjacent to the new HOPE VI RiverWest site. No new units were acquired in FY 2002.

Due to continuing vacancies, the PHA submitted a disposition application for Pennsylvania Terrace, a hi-rise development with 101 units in 2001.

**Goal Number Two– Improve the Quality of Assisted Housing**

PHA expects to be a standard performer under the Public Housing Assessment System and the Section 8 Management Assessment Programs. An improvement plan has been put in place to correct operational deficiencies.

#### Goal Number Three – Increase Assisted Housing Choices

A conference for new Section 8 landlords will be held during the last quarter of 2002. Several new landlords have begun to participate in the program due to increased marketing efforts.

A section 8-voucher homeownership program is being submitted as part of this Annual Plan. Out of the 14 remaining Turnkey III homeownership program homes, the PHA sold one home in FY 2002. It is expected that three more homes will be sold in 2002. Meetings are being scheduled to work with other residents assisting them to become homebuyers with the goal of phasing out the program.

#### Goal Number Four – Improve Community Quality of Life and Economic Vitality

PHA has finalized a Deconcentration Policy and has included it with this plan. Through an Illinois State Violence Prevention Grant, additional security patrols are in place as well as programs to encourage community policing at our sites. A third year grant of \$35,000 was awarded to increase security patrols and setup youth outreach at Taft Homes.

PHA did not apply for elderly designation at Harrison Homes 3-2, due to the submission of application for HOPE VI in FY 2001.

PHA exceeded its goal of speaking engagements and positive news stories.

#### Goal Number Five – Ensure Equal Opportunity in Housing for All Americans

PHA is committed to training new intake staff as well as update training to current intake staff. We have a contract with the Center of Independent Living to assist us with the lease-up of special vouchers for the disabled population. Fair Housing training is held annually.

PHA has begun the process of reducing financial dependence on HUD through the start-up of a 501(c)3 non-profit corporation. The Board has been established and monthly meetings are being held.

PHA is in the process of exploring outside property and management opportunities.



### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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#### **Attachments**

Indicate which attachments selecting all that apply provides. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

#### **Required Attachments:**

- ☒ Admissions Policy for Deconcentration
- ☒ FY 2003 Capital Fund Program Annual Statement
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### **Optional Attachments:**

- ☒ PHA Management Organizational Chart
- ☐ FY 2000 Capital Fund Program 5 Year Action Plan
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

☐ Other (List below, providing each attachment name)

### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 Quality Housing and Work Responsibility Act Initial Guidance; Notice and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans) <b>Pennsylvania Terrace/Harrison Homes</b>	Annual Plan: Designation of Public Housing
X	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan (Proposed) <b>Peoria Opportunities, Inc.</b>	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or <u>Section 8</u>	Annual Plan: Community Service & Self-Sufficiency

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<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Most recent self-sufficiency (ED/SS, <del>TOP</del> or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Based on County of Peoria, Illinois

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	9,844	5	4	5	5	4	5
Income >30% but <=50% of AMI	7,395	4	4	5	4	5	3
Income >50% but <80% of AMI	9,809	4	3	3	4	3	3
Elderly	7,255	2	2	2	2	2	2
Families with Disabilities	29,066	4	5	4	5	1	2
Race/Ethnicity	(w) 145,602	3	3	4	3	3	3
Race/Ethnicity	(b) 29,532	5	5	3	4	5	5
Race/Ethnicity	(other) 6,595	3	4	4	4	3	5
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☐ Consolidated Plan of the Jurisdiction/s  
Indicate year:
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☒ Other sources: (list and indicate year of information)

## U.S. Census 2000 for Peoria County

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing <b>As of June 28, 2002</b>			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	231		
Extremely low income <=30% AMI	226	97.83%	
Very low income (>30% but <=50% AMI)	4	1.73%	
Low income (>50% but <80% AMI)	1	.43%	
Families with children	61	26.40%	
Elderly families	6	2.60%	
Families with Disabilities	27	11.69%	
Race/ethnicity	White – 33	14.28%	
Race/ethnicity	Black – 192	83.11%	
Race/ethnicity	Other - 6	2.60%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	142	61.47%	
2 BR	50	21.65%	

Housing Needs of Families on the Waiting List			
3 BR	30	12.99%	
4 BR	7	3.03%	
5 BR	2	.86%	
5+ BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <b>As of June 30, 2002</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	496		
Extremely low income <=30% AMI	473	95.36	
Very low income (>30% but <=50% AMI)	22	4.43	
Low income (>50% but <80% AMI)	1	.21	
Families with children	368	73.58	
Elderly families	3	0.60	
Families with Disabilities	32	0.65	
Race/ethnicity	White – 68	13.70	
Race/ethnicity	Black – 422	85.08	
Race/ethnicity	Other – 5	1.22	
Race/ethnicity			

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	126	51.01%	
2 BR	65	26.32%	
3 BR	44	17.81	
4 BR	9	3.64%	
5 BR	3	1.21%	
5+ BR	0	0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? <b>12</b> Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☒ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to



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owners, particularly those outside of areas of minority and poverty concentration

- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing

**HOPE VI**

- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.

**Possible management of Section 8 expiring project –based contracts with private owners.**

- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☒ Other: (list below)

**Recognize QHWRA requirements – 75% of new admissions must be comprised of families whose incomes do not exceed 30% of the AMI.**

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

-

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities

**Agreement with Center for Independent Living**

- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

-

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☐ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

## Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	4,916,550	
b) Public Housing Capital Fund	3,134,253	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	8,570,500	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>Replacement Housing</b>	823,968	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>ROSS</b>	343,375	
<b>CFP 501-2000</b>	241,343	
<b>CFP 501-2001</b>	2,680,576	
<b>CFP 501-2002</b>	3,153,406	
<b>CFP 501 2000 Replacement Housing</b>	823,968	
<b>CFP 501 2001 Replacement Housing</b>	842,650	
<b>CFP 501 2002 Replacement Housing</b>	804,815	
<b>HOPE VI</b>	1,567,690	
<b>3. Public Housing Dwelling Rental Income</b>	1,457,539	
<b>4. Other income (list below)</b>		
<b>INTEREST INCOME</b>	130,000	
<b>OTHER INCOME</b>	109,392	
<b>4. Non-federal sources (list below)</b>		
<b>IL VIOLENCE PREVENTION GRANT</b>	35,000	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
IL PERMANENT HOUSING SUPPORTIVE HOUSING	420,177	
Total resources	30,055,242	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)  
☒ When families are within a certain time of being offered a unit: (state time)

**90 days**

☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity  
☒ Rental history  
☒ Housekeeping  
☒ Other (describe)

##### **Credit Check**

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?  
d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?  
e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

-

**(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list  
(select all that apply)

- ☒ Community-wide list  
☐ Sub-jurisdictional lists  
☒ Site-based waiting lists **RiverWest**  
☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office  
☒ PHA development site management office **Elderly only**  
☒ Other (list below)

**RiverWest**

c. If the PHA plans to operate one or more site-based waiting lists in the coming year,  
answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

**Two (2) lists**

2. ☒ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for  
the upcoming year (that is, they are not part of a previously-  
HUD-approved site based waiting list plan)?  
If yes, how many lists?

**1 list Scattered Sites**

3. ☒ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?

**Two (2) lists**

4. Where can interested persons obtain more information about and sign up to be  
on the site-based waiting lists (select all that apply)?

- ☒ PHA main administrative office  
☐ All PHA development management offices  
☒ Management offices at developments with site-based waiting lists  
☐ At the development to which they would like to apply  
☐ Other (list below)

-

### **(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- ☐ One  
☐ Two  
☒ Three or More
- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

- a. Income targeting:
- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- ☒ Emergencies  
☐ Overhoused  
☐ Underhoused  
☒ Medical justification  
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- To meet income-targeting requirements and permit modernization work.**
- ☐ Resident choice: **(state circumstances below)**  
☐ Other: (list below)
- c. Preferences
1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection

### **(5) Occupancy**

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- 1** Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 1** ☒ Working families and those unable to work because of age or disability



- ☐ Veterans and veterans' families  
☐ Residents who live and/or work in the jurisdiction  
**1** ☒ Those enrolled currently in educational, training, or upward mobility programs  
**1** ☒ Households that contribute to meeting income goals (broad range of incomes)  
**1** ☒ Households that contribute to meeting income requirements (targeting)  
☐ Those previously enrolled in educational, training, or upward mobility programs  
☐ Victims of reprisals or hate crimes  
☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers  
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease  
☒ The PHA's Admissions and (Continued) Occupancy policy  
☒ PHA briefing seminars or written materials  
☒ Other source (list)

**Orientation Video**

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal  
☒ Any time family composition changes  
☒ At family request for revision  
☐ Other (list)

**(6) Deconcentration and Income Mixing**

a. ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. ☐ Yes ☒ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such

developments? If no, this section is complete.

### PHA analysis for Deconcentration Strategy

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists  
If selected, list targeted developments below:
- ☒ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

**Harrison Homes, Sterling Towers, Pennsylvania Terrace and Taft Homes**

- ☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☐ Criminal or drug-related activity only to the extent required by law or regulation
  - ☒ Criminal and drug-related activity, more extensively than required by law or regulation
  - ☐ More general screening than criminal and drug-related activity (list factors below)
  - ☐ Other (list below)
- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
  - ☒ Other (describe below)

### **Eviction History and damage to rental unit.**

### (2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☒ None
  - ☐ Federal public housing
  - ☐ Federal moderate rehabilitation
  - ☐ Federal project-based certificate program
  - ☐ Other federal or local program (list below)

-

- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

**(3) Search Time**

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

**If documentation is submitted which shows that client has actively searched for a unit and has been unsuccessful or if it is a reasonable accommodation.**

**(4) Admissions Preferences**

- a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

-

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent

**((5) Special purpose Section 8 assistance programs)**

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

-

Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- 1 ☒ Working families and those unable to work because of age or disability  
☐ Veterans and veterans' families  
☐ Residents who live and/or work in your jurisdiction  
1 ☒ Those enrolled currently in educational, training, or upward mobility programs  
☐ Households that contribute to meeting income goals (broad range of incomes)  
☐ Households that contribute to meeting income requirements (targeting)  
☐ Those previously enrolled in educational, training, or upward mobility programs  
☐ Victims of reprisals or hate crimes  
☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application  
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one) **not applicable**

- ☐ This preference has previously been reviewed and approved by HUD  
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers  
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan  
☒ Briefing sessions and written materials  
☐ Other (list below)

- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices  
☒ Other (list below)

**Newspaper announcements**

**Legal Notices**

**Radio Advertisement**

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

- b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship

-

exemption policies?

3. If yes to question 2, list these policies below:

### **12.03 MINIMUM RENT**

The PHA has set the minimum rent at \$25.00. However, if the family requests a hardship exemption, the PHA will immediately suspend the minimum rent for the family until the Housing Authority can determine whether the hardship exists and whether the hardship is of a temporary or long-term nature.

A. A hardship exists in the following circumstances:

1. When the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program;
2. When the family would be evicted as a result of the imposition of minimum rent requirement;
3. When the income of the family has decreased because of changed circumstances, including loss of employment;
4. When the family has increase in expenses because of changed circumstance, for medical costs, childcare, transportation, education, or similar items;
5. When a death has occurred in the family.

B. No hardship. If the Housing Authority determines that there is no qualifying hardship, the minimum rent will be reinstated, including requiring back payment of minimum rent for the time of suspension.

C. Temporary hardship. If the Housing Authority reasonably determines that there is a qualifying hardship but that it is of a temporary nature, the minimum rent will not be imposed for a period of 90 days from the date of the family's request. At the end of the 90-day period, the minimum rent will be imposed retroactively to the time of suspension. The Housing Authority will offer a repayment agreement in accordance with the Section 19 of this policy for any rent not paid during the period of suspension. During the suspension period the Housing Authority will not evict the family for nonpayment of the amount of tenant rent owed for the suspension period.

D. Long-term hardship. If the Housing Authority determines there is a long-term hardship, the family will be exempt from the minimum rent requirement until the hardship no longer exists.

E. Appeals. The family may use the grievance procedure to appeal the Housing Authority's determination regarding the hardship. No escrow deposit will be required in order to access the grievance procedure.

c. Rents set at less than 30% than adjusted income



-

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☒ For the earned income of a previously unemployed household member
- ☒ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
- ☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
- ☒ For household heads
- ☒ For other family members
- ☐ For transportation expenses
- ☒ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☒ Yes for all developments
- ☐ Yes but only for some developments
- ☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☒ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

☐ Market comparability study

- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☒ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☒ Other (list below)

**Average Month Operating Expense Total**  
**Average Month Amount (TAMA)**

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
  - ☐ Never
  - ☐ At family option
  - ☒ Any time the family experiences an income increase
  - ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
  - ☒ Other (list below)

**Anytime a change in family composition occurs.**

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
  - ☐ The section 8 rent reasonableness study of comparable housing
  - ☐ Survey of rents listed in local newspaper
  - ☒ Survey of similar unassisted units in the neighborhood
  - ☒ Other (list/describe below)

**RENT COMPARABILITY STUDY**

**SCOPE OF WORK SERVICES**

**PURPOSE:** To estimate market rental rates for each type of unit in the property by

comparison with unassisted units in the same market area that are similar to the property as to the property as to neighborhood (including risk of crime), type of location, access, street appeal, age, property size, apartment mix, physical configuration, property and unit amenities, utilities, and other relevant characteristics; by adjusting for differences between the subject and the comparable.

**INSTRUCTION:** The appraiser will use Form HUD-92273, (3/95), Estimates of Market Rent by Comparison, to develop the market rents following the instructions found below. Each Form HUD-92273 must be signed and dated by the appraiser preparing the form and must also include his/her state license number. The 92273 should include attachments supporting the conclusion. (i.e. pictures, names, and phone numbers of contracts of comparable along with detailed addresses.)

A separate form must be completed for each Public Housing unit type (i.e. 1 BR, 2 BR, etc.) and should contain a minimum of five unassisted comparable properties, unless there is a shortage of good comparables in which case a minimum of three is recommended.

Form HUD-92273 will provide the appraiser with a convenient and systematic means of analyzing Comparable Rental Units, measuring any difference, and arriving at estimates of market rents by comparison for the subject unit. Each of the items listed in the first column under "Characteristics" tends to affect the rents typical tenants in the subject's competitive area would pay. However, not all of the listed characteristics will always have an appreciable effect all of the time. Local market conditions will dictate if, when, and how much of an effect any given item might exert. The appraiser shall reflect this effect, if any, in the analysis.

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☒ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

-

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?

(select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☐ Annually
- ☒ Other (list below)

When deemed necessary if applicants appear to have a low success rate for locating affordable suitable housing.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☒ \$1-\$25
- ☐ \$26-\$50

b. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

1. The family has lost eligibility or is awaiting eligibility determination for a Federal State, or local assistance program;
2. The Family would be evicted as a result of the imposition of the minimum rent requirement;
3. The income of the family has decreased due to changed circumstances, including loss of employment;
4. Death in the family; and
5. Other situations as may be determined by the agency.

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.
- ☒ A brief description of the management structure and organization of the PHA follows:

#### **I. THE EXECUTIVE DIVISION**

The Executive Division directs, administers, and coordinates the overall policy and guidelines established by the Board of Commissioners. It enhances the Peoria Housing Authority's image and plans various programs and services. It also coordinates the operation of the Peoria Housing Authority directs fiscal management program, and monitors expenditures.

The Executive Division is also responsible for budget recommendation expenditure approvals and sign contracts for the Agency. It maintains an effective working relationship with the Board of Commissioners, Mayor, HUD, and other outside agencies while insuring the activities of the Peoria Housing Authority are in compliance with HUD standards.

#### **II. FACILITIES MANAGEMENT DIVISION**

The Facilities Management Division plans, organizes, implements and directs programs for PHA maintenance and modernization departments. It monitors housing inventory and departmental needs, and performs short-term and long-term planning to accomplish the provision of decent, safe and sanitary housing for Housing Authority residents. Ensures that all work performed is in compliance with federal, state, and local regulations.

#### **III. HOUSING MANAGEMENT DIVISION**

The Housing Management Department is responsible for directing the management of Public Housing, Application and Occupancy functions, and Resident and Community Services of the Housing Authority. It is accountable for department-related PHAS scores, develops, and implements departmental policies and procedures.

The department continually monitors resident and departmental needs, and performs short-term and long-term planning to accomplish the provision of

-  
decent, safe and sanitary housing for Housing Authority residents.

#### **IV. FINANCE DIVISION**

The Finance Division plans, organizes, and directs all financial and accounting functions. It oversees the compilation of data for annual operating budget and annual capital budget while assisting department heads in budget preparation. The Finance Division also coordinates all insurance coverage's including proposing insurance policies and carriers and processing insurance claims. In addition, the Finance Division consults with auditors, CPA's, and HUD officials. The division procedures, provide data and documents, and resolve questions and recommendations.

In addition, the division provides information, reports, and advice to Board of Commissioners and department heads, including recommendations on all matters relating to finance and accounting.

#### **V. THE SECTION 8 DIVISION**

The Section 8 Department provides housing for low-income families; ensures compliance with HUD, Peoria Housing Authority procedures and local guidelines. Exercises administrative oversight of the Section 8 Certificate, Voucher, Mod Rehab and Homeless programs.

It is responsible or the issuance of Certificates/Vouchers/Mod Rehab of family participation in order to maximize occupancy while maintaining each program within the approved budgetary amounts. The Department develops and implements Section 8 procedures that are consistent with HUD regulations and PHA policies and initiates strategies for addressing any barriers to increasing leasing activities. Some other specific responsibilities include:

- Responsible for providing and/or coordinating on the job training for new and existing staff within the department;
- Responsible for developing and monitoring Section 8 program budgets and revisions; and
- Responsible for maintaining an open line of communication with neighborhood associations and other community organizations.

#### **VI. HUMAN RESOURCES DIVISION**

The Human Resource Director directs the employment process and personnel programs of the Peoria Housing Authority; plans, organizes, and supervises the recruitment and screening of applicants for employment, maintains personnel records and administers the benefit programs for the Agency. Monitors the daily activities of the Human Resources Department.

## B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	882	21%
Section 8 Vouchers	1337	25%
Section 8 Certificates	30	10%
Section 8 Mod Rehab	3	0%
Special Purpose Section 8 Certificates/Vouchers (list individually)	Mainstream: 100 Enhanced: 100 SRO: 60 SRO/SC+: 30	18% 40% 15% 2%
Public Housing Drug Elimination Program (PHDEP)	882	
Other Federal Programs(list individually)		

## C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(2) Public Housing Maintenance and Management: (list below)

- Admissions & Occupancy Policy
- Ceiling Rent Policy
- Truancy Policy
- Trespass Policy
- Parking Policy
- Grievance Policy
- Rent Collection Policy
- Capitalization Policy
- Disposition Policy
- Investment Policy
- Maintenance Policy (including pest control)
- Personnel Policy
- Procurement Policy
- Travel Policy

(3) Section 8 Management: (list below)

- Section 8 Administrative Plan

## 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- ☒ PHA main administrative office
  - ☒ PHA development management offices
  - ☐ Other (list below)

### B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- ☒ PHA main administrative office
  - ☐ Other (list below)



## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☐

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☒

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

# PHA Plan Table Library

## Component 7 Capital Fund Program Annual Statement Parts I, II, and II

### Annual Statement

### Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number **IL06P00350103** FFY of Grant Approval: **(01/2003)**

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	\$0
2	1406 Operations	\$0
3	1408 Management Improvements	\$345,000
4	1410 Administration	\$329,666
5	1411 Audit	\$0
6	1415 Liquidated Damages	\$0
7	1430 Fees and Costs	\$150,000
8	1440 Site Acquisition	\$0
9	1450 Site Improvement	\$120,000
10	1460 Dwelling Structures	\$1,108,995
11	1465.1 Dwelling Equipment-Nonexpendable	\$0
12	1470 Nondwelling Structures	\$310,000
13	1475 Nondwelling Equipment	\$85,000
14	1485 Demolition	\$750,000
15	1490 Replacement Reserve	\$0
16	1492 Moving to Work Demonstration	\$0
17	1495.1 Relocation Costs	\$48,000
18	1498 Mod Used for Development	\$0
19	1502 Contingency	\$50,000
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$3,296,661</b>
21	Amount of line 20 Related to LBP Activities	\$0
22	Amount of line 20 Related to Section 504 Compliance	\$380,000
23	Amount of line 20 Related to Security	\$220,000
24	Amount of line 20 Related to Energy Conservation Measures	\$0

**Annual Statement**

**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-Wide	Computer Software Upgrades	1408	\$10,000
	Preventive Maintenance	1408	\$50,000
	Resident Job Training and Business Development	1408	\$15,000
	Resident Initiatives	1408	\$10,000
	Staff and Commissioner Training	1408	\$50,000
	Safety and Crime Prevention	1408	\$10,000
	Security Guard Service	1408	<u>\$200,000</u>
			\$345,000
	Administrative Salaries	1410	\$319,666
	Sundry	1410	<u>\$10,000</u>
			\$329,666
	A&E Fees for Design and Construction	1430	\$100,000
	Consulting, Survey, and Appraisal Fees	1430	<u>\$50,000</u>
			\$150,000

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-Wide	Modernization Requirements for 504 Accessibility	1450	<u>\$20,000</u> \$20,000
	Modernization Requirements for 504 Accessibility	1460	<u>\$50,000</u> \$50,000
	Modernization Requirements for 504	1470	\$10,000
	504 Accessible Office and Maintenance Building	1470	<u>\$300,000</u> \$310,000
	Safety and Crime Prevention Equipment	1475	\$10,000
	Computer Hardware	1475	\$25,000
	Replacement Vehicles and Maintenance Equipment	1475	<u>\$50,000</u> \$85,000
	Resident Relocation During Comp Mod	1495	<u>\$48,000</u> \$48,000
	Contingency	1502	<u>\$50,000</u> \$50,000



Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<b>IL 3-2</b> Harrison Homes	<p>Comprehensive Modernization of Interior and Exterior of Bldgs. (Phase 1) to include:</p> <p>Modify units for 504 accessibility</p> <p>Demolish 33% of buildings/de-concentration measures</p> <p>Building configuration for optimal bedroom Sizes</p> <p>Enclose bedroom closets</p> <p>Concrete/foundation repairs, basement upgrades</p> <p>Upgrade interior electric service</p> <p>Upgrade exterior electric service</p> <p>Replace exterior doors, jambs, and hardware</p> <p>Replace VCT tile</p> <p>Install individual HVAC systems</p> <p>Replace interior gas lines</p> <p>Replace exterior gas lines</p> <p>Replace interior doors</p> <p>General kitchen renovation</p> <p>Replace kitchen cabinets</p> <p>Reconfigure interiors to accept laundry room/area</p> <p>Replace light fixtures</p> <p>Interior painting</p> <p>Paint interiors</p> <p>Install building mounted security lights, alarms</p> <p>Siding</p> <p>Replace soffit, fascia, install gutters &amp; downspouts</p>	1460	\$598,995

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<b>IL 3-2</b> Harrison Homes	Replace storm doors Repair walls and ceilings Replace domestic hot water heaters Upgrade interior plumbing Window replacement to include screens  <div style="text-align: right;"><b>Total IL 3-2 – Harrison Homes</b></div>	1460	       <div style="text-align: right;">\$598,995</div> <div style="text-align: right;">\$698,995</div>

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<b>IL 3-2A</b> Harrison Homes	<b>Demolition</b> Demolish All Units in Development	1485	<u>\$750,000</u> \$750,000
	Total 3-2A – Harrison Homes		\$750,000
<b>IL 3-09</b> Scattered Sites	<b>Dwelling Structures</b> Renovate Interior and Exterior of Unit	1460	<u>\$115,000</u> \$115,000
	Total for 3-09 – Scattered Sites		\$115,000
<b>IL 3-10</b> Scattered Sites	<b>Dwelling Structures</b> Renovate Interior and Exterior of Unit	1460	<u>\$115,000</u> \$115,000
	Total for 3-10 – Scattered Sites		\$115,000
<b>IL 3-11</b> Scattered Sites	<b>Dwelling Structures</b> Renovate Interior and Exterior of Unit	1460	<u>\$115,000</u> \$115,000
	Total IL 3-11 – Scattered Sites		\$115,000
<b>IL 3-12</b> Scattered Sites	<b>Dwelling Structures</b> Renovate Interior and Exterior or Unit	1460	<u>\$115,000</u> \$115,000
	Total IL 3-12 – Scattered Sites		\$115,000



**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
1406	Dec-05	Dec-07
1408	Dec-05	Dec-07
1410	Dec-05	Dec-07
1430	Dec-05	Dec-07
1450	Dec-05	Dec-07
1460	Dec-05	Dec-07
1470	Dec-05	Dec-07
1475	Dec-05	Dec-07
1495	Dec-05	Dec-07
1502	Dec-05	Dec-07
IL 3-02, Harrison Homes	Dec-05	Dec-07
IL 3-2A, Harrison Homes	Dec-05	Dec-07
IL 3-09, Scattered Sites	Dec-05	Dec-07
IL 3-10, Scattered Sites	Dec-05	Dec-07
IL 3-11, Scattered Sites	Dec-05	Dec-07
IL 3-12, Scattered Sites	Dec-05	Dec-07

**(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☐ Yes ☒ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

-  
b. If yes to question a, select one:

- ☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

**FY 2000-2004 Five-Year Action Plan**

-or-

- ☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

**B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☒ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

**Colonel John Warner Homes**

2. Development (project) number:

**IL003-1R**

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development  
☐ Revitalization Plan submitted, pending approval  
☐ Revitalization Plan approved  
☒ Activities pursuant to an approved Revitalization Plan underway

- ☒ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:

**Harrison Homes – 3-2, 3-2A and 3-3**

- ☒ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:

**Harrison Homes if HOPE VI is awarded in 2002  
Taft Homes (IL06P003-004)  
Off-site housing across from HOPE VI site**

- ☒ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

**Taft Homes (IL06P003004)**

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: <b>Harrison Homes</b> 1b. Development (project) number: <b>IL006P003-002, 003-002A, 003-003 (3-2, 3-2A &amp; 3-3)</b>
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> <b>IL006P003-003</b> Planned application <input checked="" type="checkbox"/> <b>IL006003-002-002A</b>
4. Date application approved, submitted, or planned for submission: <b>(06/22/01)</b>
5. Number of units affected: <b>761</b> 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <b>3/2002</b> b. Projected end date of activity: <b>7/2002</b>

Demolition/Disposition Activity Description
1a. Development name: <b>Pennsylvania Terrace</b> 1b. Development (project) number: <b>IL06P003-005</b>
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <b>(07/25/01)</b>
5. Number of units affected: <b>101</b> 6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <b>90 days after approval</b> b. Projected end date of activity: <b>18 days after start of disposition activity</b>

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description **Sterling Towers East/West**

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: <b>Sterling Towers East/West</b>
1b. Development (project) number: <b>IL06P003005</b>
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <b>(08/21/98)</b>
5. If approved, will this designation constitute a (select one) <b>N/A</b> <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: <b>202</b>
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

## 10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- ☐ Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)
- ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description</b> <b>(Complete one for each development affected)</b>	
1a. Development name: <b>SCATTERED SITES</b> 1b. Development (project) number: IL06	
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <b>SCATTERED SITES</b>	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>December 31, 2002</u>	
5. Number of units affected: 3 6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <b>Working with Each Family</b> <input type="checkbox"/> Total development	



Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: <b>Peoria Homeownership Program (Turnkey III)</b>	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input checked="" type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>Turnkey units built January 10, 1976</u>	
6. Number of units affected: <b>13</b>	
6. Coverage of action: (select one)	
<input checked="" type="checkbox"/> Part of the development Several residents interested <input type="checkbox"/> Total development	

## B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: **Section 8 Housing Voucher Homeownership Assistance Program**

a. Size of Program **Maximum of five per year**

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants  
☐ 26 - 50 participants

- ☐ 51 to 100 participants  
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☒ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

The following is a proposed draft of our homeownership assistance program.

***(Final program policy will be forwarded to HUD when completed)***

**ELIGIBILITY**

Qualified applicants for homeownership assistance is limited to the following:

- 1) Current FSS participants who have demonstrated full time job stability; who have accumulated at least \$2,000 in their FSS escrow account; who are on track with their goals and are in good standing with their current landlord and with the PHA.
- 2) Current Section 8 participants who have demonstrated full time job stability currently paying at least 50% of their contract rent amount plus utilities, and who are in good standing with their current landlord and with the PHA.
- 3) Families must be able to demonstrate that they have enough income to meet homeownership and other family expenses.
- 4) Selected families must attend and receive Certification of Completion of homeownership courses and credit counseling sessions offered by either the PHA or any reputable agency.

The Peoria Housing Authority will allocate 5 homeownership assistance vouchers per budget allocation period.

**INELIGIBILITY:**

Non-qualified applicants will include, in addition to those who do not meet the above criteria:

- Person(s) who have defaulted on a mortgage obtained previously from any type of homeownership assistance in the past.
- Person(s) who have owned title to a principal residence within the last three years.
- Person(s) who area receiving welfare/public assistance income as

-

their sole source of income will not qualify. There may be an exception for the elderly or disabled.

### **HOW THE PROGRAM WORKS:**

The Peoria Housing Authority will allow each applicant 90 days to find a home, secure financing and purchase home, with one 30-day extension. (This is the equivalence the standard term of a voucher)

The PHA does not issue a voucher. If the family cannot find a home within the PHA's established deadlines, the PHA may issue the family a voucher or place the family on waiting list if voucher is unavailable.

The home must pass HQS inspection and the family must also obtain an independent inspection on the property. The independent inspector must be a professional, selected by, and paid for by the family and the report must cover all major housing systems and components.

The Peoria Housing Authority may disapprove certain types of financing and may require minimum cash down payment. No Section 8 funds are available for home purchase financing. Seller must pay for any obligated repairs under the sales contract.

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

#### **1. Cooperative agreements:**

- ☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?  
If yes, what was the date that agreement was signed?

**May 6, 2002**

#### **2. Other coordination efforts between the PHA and TANF agency (select all that apply)**

- ☒ Client referrals  
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)  
☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families  
☐ Jointly administer programs  
☐ Partner to administer a HUD Welfare-to-Work voucher program

- 
- ☐ Joint administration of other demonstration program  
☐ Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies  
☒ Public housing admissions policies  
☒ Section 8 admissions policies  
☐ Preference in admission to section 8 for certain public housing families  
☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA  
☐ Preference/eligibility for public housing homeownership option participation  
☐ Preference/eligibility for section 8 homeownership option participation  
☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents?  
(If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Step-UP Pre-Apprenticeship	9	Specific Criteria	PHA Wide	Both
Alcohol/Tobacco/Drug Awareness	Varies	Anyone	PHA Wide	Public Housing
Excellence in Education/School Liaison	Varies Approx. 40-45	Random/Wait List	PHA Wide	Public Housing
Resident Aide Training Program	2	Specific Criteria	PHA Wide	Public Housing
Senior Services	Approx. 250	Random/Wait List	PHA Wide	Public Housing
Summer Food Program	135	All Children	PHA Wide	Public Housing
RiverView Gardens Child Development	Varies Approx. 30	Children 0-3	PHA Wide	Public Housing
Housekeeping/Budgeting Classes	Varies Approx. 10	Random	PHA Wide	Public Housing
Case Management	Varies	Random	PHA Wide	Public Housing
Resident Council Formation	Varies	Random	PHA Wide	Public Housing
PHA Day	Varies Approx. 300	Random	PHA Wide	Public Housing
Kwanzaa Celebration	Varies Approx. 175	Random	PHA Wide	Public Housing
Youth Violence Prevention	Varies	All school age children	PHA Wide	Public Housing
Youth Advisory Council	12	Selected Middle School Children	PHA Wide	Public Housing
Teen Advisory Board	12	Selected High School Youth	PHA Wide	Public Housing
CHOICES (Youth Decision Making Group)	Varies	All Elementary School Children	PHA Wide	Public Housing
Family Literacy Program	Varies	Random	PHA Wide	Both
Certified Nurses Aide Training	12 Per class	Selection coordinated by Workforce Development	PHA Wide	Both
Parent Education	Varies	Random – offered through Peoria's Children Program	PHA Wide	Public Housing

Public Library – Literacy & Internet Access	Varies	Random – Branch Libraries at the developments	PHA Wide	Public Housing and general public
Peer Mediation/Conflict Resolution	Varies	Youth – provided by Center of Prevention of Abuse	PHA Wide	Public Housing
ROSS Grant Case Management	300	Referral/Waiting List	PHA Wide	Both
Make Over	73	Other	Development Office/PHA	Both
Strengthening Families	30	Other	Development Office/PHA	Both
H.O.M.E	Open	Other	City of Peoria	Both
Adult Education	73	Other	School District 150	Section 8
Entrepreneurship	10	Specific Criteria	Il. Central College	Section 8
Debt & Money Management	73	Other	Consumer Credit Counseling	Both
<b>In-kind Services and Programs</b>				
City of Peoria	Varies	Random	City Wide	Public Housing
University of Illinois Cooperative Extension	Varies	Random	PHA Wide	Public Housing
Illinois Central College	Varies	Random	PHA Wide	Public Housing
Peoria Board of Education District 150	Varies	Random	PHA Wide	Public Housing
Peoria Park District	Varies	Random	PHA Wide	Public Housing
Peoria YMCA	Varies	Random	PHA Wide	Public Housing
Boys & Girls Club	Varies	Random	PHA Wide	Public Housing
Peoria YWCA	Varies	Random	PHA Wide	Public Housing
Tri-County Urban League	Varies	Random	PHA Wide	Public Housing
Carver Community Center	Varies	Random	PHA Wide	Public Housing
Friendship House	Varies	Random	PHA Wide	Public Housing
Neighborhood House	Varies	Random	PHA Wide	Public Housing
Human Service Center	Varies	Random	PHA Wide	Public Housing
Senior Network	Varies	Random	PHA Wide	Public Housing
American Red Cross	Varies	Random	PHA Wide	Public Housing
White Oaks Companies of IL	Varies	Random	PHA Wide	Public Housing

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**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: <b>06-30-02</b> )
Public Housing	61	0
Section 8	66	66

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size? **Not applicable.**  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - ☒ Informing residents of new policy on admission and reexamination
  - ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
  - ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
  - ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

**A. Need for measures to ensure the safety of public housing residents**

**1. Describe the need for measures to ensure the safety of public housing residents**

(select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

**2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).**

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☒ Other (describe below)

**Youth Violence Prevention-Illinois Violence Prevention Authority**



3. Which developments are most affected? (list below)

**Taft Homes**  
**Harrison Homes**

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below)

**Youth Violence Prevention – Illinois Violence Prevention Authority**

2. Which developments are most affected? (list below)

**Taft Homes**  
**Harrison Homes**

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☒ Other activities (list below)

**PHA's Security Force works cooperatively with the Peoria Police Department**

2. Which developments are most affected? (list below)

**Taft Homes  
Harrison Homes**

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2002 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Program Eliminated by HUD

☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY **2002** in this PHA Plan?

☐ Yes ☐ No: **This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)**

Attached.

**Program eliminated**

**1. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**PEORIA HOUSING AUTHORITY**

**Pet Policy**

**22.0 PET POLICY AND POLICY ON ASSISTIVE ANIMALS FOR PERSONS WITH DISABILITIES**

**22.1 INTRODUCTION**

This Pet and Assistive Animal Policy is divided into three (3) parts. Pet Policy - Family, Pet Policy – Elderly and Assistive Animals for the Disabled.

The Quality Housing and Work Responsibility Act of 1998 (QWHRA) added a new Section 31 to the United States Housing Act of 1937. Section 31 established Pet ownership requirements for occupants of public housing other than for residents who are elderly or assistive animals for the disabled. Section 31 was implemented by HUD by new subpart G to 24 CFR 960.

Section 227 of the Housing Rural Recovery Act of 1983 (12 USC 1701r-1) covers ownership requirements for elderly and use of assistive animals for persons with disabilities.

This policy will also apply to the Peoria Housing Ownership Program

**22.2 PET POLICY - FAMILY**

This section establishes the policy governing the keeping of common household pets by non-elderly residents of all developments owned and operated by the PHA. This section includes pets of persons with disabilities when the pets are not assistive animals as defined below.

**22.3 EXCLUSIONS**

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This policy does not apply to animals that are used to assist persons with disabilities.

#### **22.4 PETS IN PUBLIC HOUSING**

The PHA allows for pet ownership in its developments with the prior written approval of the PHA. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units. In exchange for this right, the resident assumes full responsibility and liability for the pet and agrees to hold the PHA harmless from any claims caused by an action or inaction of the pet.

#### **22.5 APPROVAL**

Residents must have the prior written approval of the PHA before moving a pet into their unit. Residents must request approval on the PHA's pet registration Form(s). All adult members of the household must sign the PHA's pet lease amendment that must be fully completed before the PHA will approve the request. Every dog and cat must be registered with the PHA upon admission and thereafter annually on the residents lease expiration and re-certification date. Property Specialists may photograph each pet at the time of admittance and the photo will remain on file.

#### **22.6 TYPES AND NUMBER OF PETS**

Common household pets shall be defined as follows:

The PHA will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, rodent (including a rabbit), fish in aquariums or a turtle will be allowed in units. Common household pets do not include reptiles. Only one pet per unit will be allowed. This definition also does not include animals that are used to assist persons with disabilities.

If the pet is a dog or cat, it must be neutered/spayed by the age of six (6) months, and cats must be de-clawed by the age of three (3) months. The evidence can be provided by a statement/bill from a veterinarian and/or staff of the humane society. The evidence must be provided prior to the execution of the pet lease amendment and/or within 10 days of the pet becoming of the age to be neutered/spayed or de-clawed. The Resident must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Resident shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. In addition, the weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed 20 pounds in weight (fully grown). All other four-legged animals are limited to 10 pounds (fully grown).

If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.

If the pet is a fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Resident is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and non-hazardous manner.

All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the

pet is taken outside, it must be taken outside on a leash no longer than six feet in length and kept off other Resident's lawns. (No outdoor cages may be constructed.) In addition, all pets must wear collars with identification at all times. Pets without a collar will be picked-up immediately and transported to the Humane Society or other appropriate facility.

All authorized pets must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not considered to be under the control of an adult. All dogs must wear a tag bearing the resident's name and phone number and the date of the latest rabies inoculation.

Pets that are unleashed, or leashed and unattended, on PHA property may be impounded and taken to the local Humane Society. It shall be the responsibility of the Resident to reclaim the pet at the expense of the Resident. Also, if a member of the PHA staff has to take a pet to the Humane Society the Resident will be charged \$50 to cover the expense of taking the pet(s) to the Humane Society.

Any pet that exceeds the weight limit at any time will not be an eligible pet and must be removed from the PHA property.

**Prohibited Animals:** Animals or breeds of animals that are considered by the PHA to be vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, Rottweiler, Doberman Pinscher, Pit Bull dog, and/or any animal that displays vicious behavior. This determination will be made by a PHA representative prior to the execution of this lease amendment.

Pets shall not disturb, interfere with or diminish the peaceful enjoyment of other residents. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. This includes any pets that make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more and therefore disturbs any person at any time of the day or night. The Property Specialist will terminate the pet authorization if a pet disturbs other residents under this section of the lease amendment. The resident will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.

If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem in the area of cleanliness and sanitation, the Property Specialist will notify the resident, in writing, that the animal must be removed from the Public Housing Development, within 10 days of the date of the notice from the HA. The resident may request a hearing, which will be handled according to the HA's established grievance procedure. The pet may remain with the resident during the hearing process unless the HA has determined that the pet may be a danger or threat to the safety and security of other persons. If this determination has been made by the HA, the pet must be immediately removed from the unit upon receipt of the notice from the HA.

The entire administrative fee and deposit (subject to the exception listed below) must be paid prior to the execution of the lease amendment. No pet shall be allowed in the unit prior to the completion of the terms of this pet policy. It shall be a serious violation of the lease for any resident to have a pet without proper approval and without having complied with the terms of this policy. Any violation of this policy could result in the removal of the animal from the property.

## 22.7 INOCULATIONS

Residents must provide at the time of registration proof of dog or cat license and proof that the pet has been inoculated against rabies, distemper, heartworm, parvo, and other conditions prescribed by state and/or local ordinances. The Resident must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. All pets must be registered with the Peoria County Welfare Rabies Registration Office at 2600 NE Perry, Peoria, Illinois or at any participating veterinarian office where the shots would be administered. The applicant shall acknowledge and agree that PHA has the right to refer cases of pet abuse or abandonment to the appropriate Humane Society or other agency and the PHA and its representatives will remain harmless for such referral. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the PHA to attest to the inoculations.

## 22.8 PET SECURITY DEPOSIT AND ADMINISTRATIVE FEE

A Pet Security Deposit is required at the time of registering a pet. It must be paid prior to the execution of the pet lease amendment.

The deposit is refundable when the pet or the family vacates the unit, less any amounts owed due to damage beyond normal wear and tear. (See Security Deposit and Fee schedule below) The deposit shall be maintained in a separate account as provided for by state law and HUD regulations for the maintenance of security deposits. The amount of pet deposits is established to reflect the potential cost of replacing carpet and other furnishings as a result of pet odors, stains and damage. This also reflects the average pet deposit required by apartment complexes in the market area that permit per ownership.

An administrative fee per pet will be assessed on an annual basis. (See Security Deposit and Fee schedule below)

Security Deposit and Administrative Fee schedule

PET	ADMINISTRATIVE FEE	SECURITY DEPOSIT
Dogs	\$150.00	\$250.00
Cats	100.00	150.00
Turtles/Iguanas	25.00	25.00
Birds	100.00	150.00
Fish	\$50.00	\$100.00

## 22.9 FINANCIAL OBLIGATION OF RESIDENTS

Any resident who owns or keeps a pet in their dwelling unit will be required to pay for any damages caused by the pet. Also, any pet-related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner and the PHA reserves the right to treat for the infestation and charge the resident.

The pet owner shall be strictly liable for the entire amount of any injury to the

person or property of other residents, staff or visitors of the development caused by their pet. Pet owners must sign the PHA's Hold Harmless Agreement prior to the pet entering the apartment. Pet owners are encouraged to obtain liability insurance. Pet liability insurance can be obtained through most insurance agents or companies. It can also be included in renter's insurance policy.

## **22.10 NUISANCE OR THREAT TO HEALTH OR SAFETY**

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas. No houses for pets are to be built on out-side property or grounds.

Repeated substantiated complaints by neighbors or PHA personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance may result in the owner having to remove the pet or risk lease termination.

## **22.11 DESIGNATION OF PET AREAS**

Pets will be allowed only in the designated pet exercise areas on the grounds of the property if the PHA designates a pet area for the particular site. Pet owners must clean up after their pets and are responsible for disposing of pet waste.

With the exception of assistive animals, no pets shall be allowed in the community room, community room kitchen, laundry rooms, public bathrooms, lobby, beauty shop, hallways or office in any of our sites.

To accommodate residents who have medically certified allergic or phobic reactions to dogs, cats, or other pets, those pets may be barred from certain wings (or floors) in our development(s)/(building(s)).

## **22.12 MISCELLANEOUS RULES**

Pets may not be left unattended in a dwelling unit for over 12 hours. If the pet is left unattended and no arrangements have been made for its care, PHA will have the right to enter the premises, remove the pet, and transfer the pet to the Human Society. Any expense to remove or reclaim the pet from any facility will be at the responsibility of the resident. In case of an emergency the PHA will work with the resident to make accommodations for the pet.

Pet bedding shall not be washed in any common laundry facilities.

Residents must take appropriate action to protect their pets from fleas and ticks. Pet owners may be required to provide written proof that a flea control program acceptable to management will be maintained for a fur-bearing pet. Thereafter, the owner of the fur-bearing pet shall file at intervals, determined by management, proof that the pet and/or the apartment are being sprayed for fleas.

Pets cannot be kept, bred or used for any commercial purpose.

The resident is solely responsible for cleaning up the waste of the pet within the dwelling and on the premises of the public housing development. All animal waste shall be picked up immediately by the pet owner, disposed of in a plastic bag and placed in the trash bin. Any unit occupied by a pet will be fumigated at the time the unit is vacated at the resident's expense. The pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times. If the PHA is required to

clean any waste left by a pet, the resident will be assessed the PHA's actual costs for the removal of the waste.

The resident shall have pets restrained so that maintenance can be performed in the unit. The resident shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Resident shall be charged a fee of \$25. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained may be impounded by animal control officers or by HA staff and taken to the local Humane Society. It shall be the responsibility of the Resident to reclaim the pet at the expense of the resident.

The PHA shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.

If a pet causes harm to any person, the pet's owner shall be required to permanently remove the pet from the PHA's property within 24 hours of written notice from the PHA. The pet owner may also be subject to termination of his/her dwelling lease.

The PHA may, after reasonable notice to the resident, during reasonable hours, enter and inspect the premises to ensure compliance or investigate complaints of violations of the PHA's pet policy in addition to the other permitted PHA inspections.

Pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.

The pet owner will be required to designate one (1) responsible party for the care of the pet should the health or safety of the pet be threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

A pet owner who violated any other conditions of this policy may be required to remove his/her pet from the development within 10 days of written notice from the PHA. The pet owner may also be subject to termination of his/her dwelling lease.

It shall be a serious violation of the lease for any resident to have a pet without proper approval and without having complied with the terms of this policy. Such violation shall be considered to be a violation of the dwelling lease (a serious violation) and the HA will issue a termination notice.

#### **22.13 VISITING PETS**

Visitors cannot bring in pets unless it is for support used to assist persons with disabilities, e.g. service dog.

#### **22.14 REMOVAL OF PETS**

The PHA, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

In the event of illness or death of pet owner, or in the case of an emergency

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which would prevent the pet owner from properly caring for the pet, the PHA has permission to call the emergency caregiver designated by the resident or the or the local animal control Agency to take the pet and care for it until family or friends would claim the pet and assume responsibility for it. Any expenses incurred will be the responsibility of the pet owner.

## **22.15 IDENTIFICATION**

The PHA may require photographs of pets for its records. In addition, the PHA may require stickers to be placed on apartment exterior doors alerting management staff, security personnel and others that a resident has a legally registered pet residing within the apartment.

## **22.16 GRIEVANCE**

Notices of violations of the Pet Policy shall be made in writing to the Resident and any grievance of any notice of violation of this policy maybe grieved in accordance the PHA's grievance policy.

## **22.01 PET POLICY - ELDERLY**

### **22.17 PET POLICY**

The objective of this subsection is to set forth the PHA's policy governing the keeping of common household pets by elderly Residents of all developments owned and operated by the PHA as required by Section 227 of the Housing and Urban-Rural Recovery Act of 1983 (42 USC 1701r-1) and the regulations at 24 CFR 5.300-380.

### **22.18 SCOPE**

This policy is applicable to all elderly households in all developments of the PHA. This policy does not apply to Assistive Animals for persons with disabilities. The PHA allows for pet ownership in its developments for elderly residents with the prior written approval of the PHA. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units. In exchange for this right, the resident assumes full responsibility and liability for the pet and agrees to hold the PHA harmless from any claims caused by an action or inaction of the pet.

It is the policy of the PHA that Pet Rules be developed which ensure that the PHA can (a) continue to provide decent, safe, sanitary housing and maintain its physical plant in good condition, and (b) protect the PHA's legitimate interests without imposing onerous burdens, financial or otherwise in eligible elderly pet owners.

### **22.19 NOTICE TO ELDERLY RESIDENTS**

The PHA shall provide to each elderly applicant for residency when the resident is offered a dwelling unit that:

1. Elderly Residents are permitted to own and keep common household pets in their dwelling units in accordance with the PHA pet rules and policies,
2. Animals that are used to assist persons with disabilities are excluded from compliance with the PHA's elderly pet policy, and



3. Residents may at any time request a copy of the current pet policy and rules.

## **22.20 DEFINITIONS**

**Elderly Households:** An Elderly Household is one in which the head of the household, spouse, or sole member is 62 years or older, or disabled. An Elderly Household would also include two unrelated persons of the above categories living together, or one such person living with a person necessary for his/her well being (a live-in-attendant).

**Elderly Development:** An elderly development is one in which a preference is given in the Resident selection process to Elderly Household for all the units.

Common household pets shall be defined as follows:

PHA will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, rodent (including a rabbit), fish in aquariums or a turtle will be allowed in units. Common household pets do not include reptiles (except turtles). Only one pet per unit will be allowed. This definition also does not include animals that are used to assist persons with disabilities.

If the pet is a dog or cat, it must be neutered/spayed by the age of six (6) months, and cats must be de-clawed by the age of three (3) months. The evidence can be provided by a statement/bill from a veterinarian and/or staff of the humane society. The evidence must be provided prior to the execution of the pet lease amendment and/or within 10 days of the pet becoming of the age to be neutered/spayed or de-clawed. The Resident must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Resident shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. In addition, the weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed 20 pounds in weight (fully grown). All other four-legged animals are limited to 10 pounds (fully grown).

If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.

If the pet is a fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Resident is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and non-hazardous manner.

## **22.21 APPLICATION**

Elderly Residents must have the prior written approval of the PHA before moving a pet into their unit. A request for approval of a pet must be made on the PHA's Pet Registration Form(s). Applications for Pet Permits must be filed with the Project Specialist. All adult members of the household must sign the PHA's pet lease amendment that must be fully completed before the PHA will approve the request. Every dog and cat must be registered with the PHA upon admission and thereafter annually on the residents lease expiration and re-certification date. Property Specialists may photograph each pet at the time of admittance and the photo will remain on file.. All conditions of the Pet Rules must be satisfactory met before a pet permit is issued.

## **22.22 SECURITY DEPOSIT**

Applicants must meet the following conditions to obtain approval from the PHA for a Pet Registration.

Prior to issuance of a PHA Pet Registration a security deposit of up to \$150.00 per dog, or cat and \$25 per bird (limit two) must be paid but in no event shall the security deposit be greater than the resident's monthly rent.

Resident agrees to pay the amount named in these Pet Rules as a security deposit to be used by management towards reimbursement of the cost of repairing damages to premises, buildings, facilities or common areas beyond normal wear and tear caused by pets and for the cost of animal care facilities for the protection of the pet as provided for in this policy. Any unused portion of the pet security deposit shall be returned to the Resident upon termination of the lease or if the Resident ceases to have a pet in the Residence.

The fee must be paid in full before a pet is allowed on the premises.

A certificate of Municipal Registration/License must be provided to the PHA for a dog or cat.

## **22.23 PET MANAGEMENT**

### **A. Financial Obligation of Residents**

Any resident who owns or keeps a pet in their dwelling unit will be required to pay for any damages caused by the pet. Also, any pet-related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner and the PHA reserves the right to exterminate and charge the resident.

Pet owners are encouraged to obtain liability insurance. Pet liability insurance can be obtained through most insurance agent of companies. It can also be included in renter's insurance policy.

### **B. Nuisance or Threat to Health or Safety**

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas. No houses for pets are for the pet are to be built on out-side property or grounds.

Repeated substantiated complaints by neighbors or PHA personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance may result in the owner having to remove the pet or may result in termination of the Lease.

## **22.24 DESIGNATION OF PET AREAS**

Pets will be allowed only in the designated areas on the grounds of the property if the PHA designates a pet area for the particular site. Pet owners must clean up after their pets and are responsible for disposing of pet waste.

With the exception of assistive animals, no pets shall be allowed in the community room, community room kitchen, laundry rooms, public bathrooms, lobby, beauty shop, hallways or office in any of our sites.

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To accommodate residents who have medically certified allergic or phobic reactions to dogs, cats, or other pets, those pets may be barred from certain wings (or floors) in our development(s)/(building(s)). This shall be implemented based on demand for this service.

## **22.25 MISCELLANEOUS RULES**

Pets may not be left unattended in a dwelling unit for over 12 hours. If the pet is left unattended and no arrangements have been made for its care, the PHA will have the right to enter the premises, remove the pet, and transfer the pet to the Humane Society. Any expense to remove or reclaim the pet from any facility will be at the responsibility of the resident. In case of any emergency, the HA will work with the resident to allow more than 8 hours for the resident to make accommodations for the pet.

Pet bedding shall not be washed in any common laundry facilities.

Residents must take appropriate action to protect their pets from fleas and ticks. Pet owners shall file written proof that a flea control program acceptable to management will be maintained for a fur-bearing pet. Thereafter, the owner of the fur-bearing pet shall provide to the PHA at intervals, determined by management, proof that the pet and/or the apartment are being sprayed for fleas.

All dogs must wear a tag bearing the resident's name and phone number and the date of the latest rabies inoculation.

Pets cannot be kept, bred or used for any commercial purpose.

The resident is solely responsible for cleaning up the waste of the pet within the dwelling and on the premises of the public housing development. The pet should relieve himself as close to the pet owners apartment as possible. All animal waste shall be picked up immediately by the pet owner, disposed of in a plastic bag and placed in the trash bin. Any unit occupied by a pet will be fumigated at the time the unit is vacated at the resident's expense. The pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times. If the PHA is required to clean any waste left by a pet, the resident will be assessed for the removal of the waste, actual material and labor cost.

The resident shall have pets restrained so that maintenance can be performed in the unit. The resident shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Resident shall be charged a fee of \$25. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained may be impounded by animal control officers or by PHA staff and taken to the local Humane Society. It shall be the responsibility of the Resident to reclaim the pet at the expense of the resident.

The PHA shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.

The PHA may, after reasonable notice to the resident, during reasonable hours, enter and inspect the premises to investigate possible violations of the pet policy..

Pet owners must recognize that other residents may have chemical sensitivities

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or allergies related to pets or may be easily frightened or disoriented by animals. Pet owners must exercise courtesy with respect to other residents.

The pet owner will be required to designate one (1) responsible party for the care of the pet should the health or safety of the pet be threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

It shall be a serious violation of the lease for any resident to have a pet without proper approval and without having complied with the terms of this policy. Such violation shall be considered to be a violation of dwelling lease (a serious and material violation) and the HA will issue a termination notice.

#### **22.26 VISITING PETS**

Visitors cannot bring in pets unless it is for support used to assist persons with disabilities, e.g. service dog.

#### **22.27 REMOVAL OF PETS**

The PHA, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

In the event of illness or death of pet owner, or in the case of an emergency which would prevent the pet owner from properly caring for the pet, the PHA has permission to call the emergency caregiver designated by the resident or the local animal control agency to take the pet and care for it until family or friends would claim the pet and assume responsibility for it. Any expenses incurred will be the responsibility of the pet owner.

## **22.28 IDENTIFICATION**

The PHA may require photographs of pets for their files. In addition, the PHA may require stickers to be placed on apartment exterior door alerting management, staff, security personnel and others that a particular resident has a legally registered pet residing with in the apartment.

## **22.29 NOTICE OF VIOLATION AND GRIEVANCE OF PHA ACTIONS**

If the PHA determines after an appropriate investigation that a Resident pet owner has violated this pet policy the PHA shall serve a written notice on the Resident by first class mail or by posting as provided in 24 CFR 5.353.

The written notice must:

1. Contain a brief statement of the factual basis for the determination that the policy has been violated,
2. State that the Resident pet owner has 10 days from the effective date of the notice to correct the violation (including in appropriate circumstances the removal of the pet) or to make a written request for meeting to discuss the violation.
3. The notice must state that the Resident pet owner is entitled to be accompanied by a person of his or her choice at the meeting,
4. State that the pet owner's failure to correct the violation, to request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's Lease, and

After the initial meeting if the Resident is still in disagreement with the PHA's notice of violation the resident may proceed to grieve the PHA's action under the PHA's Grievance Policy.

**Pet Rule Violation Meeting.** If the Resident pet owner makes a timely request for a meeting the PHA shall schedule a mutually agreeable time and place for a meeting within 15 days of the effective date of the written notice of the violation (unless the PHA agrees to a later date). At the meeting the PHA and the Resident will discuss the violation and attempt to resolve it. The PHA at its election may provide additional time to the Resident to correct the problem.

If the PHA and the Resident are unable to resolve the pet rule violation or if the PHA determines that the Resident has failed to correct the violation within the time limits allowed the PHA shall serve a written notice on the pet owner in by first class mail or as allowed by 24 CFR 5.353 (or at the meeting if appropriate) requiring the pet owner to remove the pet. The notice must:

1. Contain a brief statement of the factual basis for the determination and the pet rules that have been violated,
2. State that the pet owner must remove the pet within 10 days of the effective date of the service of the notice of pet removal (or the meeting if the notice is served at the meeting); and
3. State that the failure to remove the pet may result in initiation of

procedures to terminate the Resident pet owner's tenancy.

The PHA may not initiate procedures to terminate a Resident pet owner's Lease based on a pet rule violation unless:

2. The Resident has failed to remove the pet or correct a pet rule violation within the applicable time period provided to correct the violation, and
3. The pet rule violation is sufficient to begin procedures to terminate the Lease under the terms of the Lease and applicable regulations.

The PHA may initiate procedures to remove a pet at any time if allowed by state or local law.

Pursuant to the PHA's grievance, policy and denial or notice of violation of this policy may be grieved in accordance therewith

## **22.02 PET POLICY AND ASSISTIVE ANIMALS FOR THE DISABLED**

### **22.30 SCOPE**

This policy is applicable to all disabled households in all developments of the PHA and to their keeping of assistive animals. All other pets kept are subject to regulations as outlined under Part II – Pet Policy-Elderly Policy.

### **22.31 POLICY**

The PHA shall not enforce its pet rules that are developed for common household pets against assistive animals.

### **22.32 DEFINITIONS**

Disabled Households: A person is considered to have a qualified disability if they are a person with a physical or mental impairment that substantially limits one or more major life activities; has a record of having such an impairment; or is regarded as having such an impairment.

Assistive Animals: Assistive Animals are animals that assist person(s) with disabilities.. Assistive animals maybe any animal that actually performs tasks or services for the benefit of an individual with a disability, including but not limited to, guiding individuals with impaired vision, alerting individuals with hearing impairments, pulling a wheelchair, retrieving items or providing emotional support to person(s) with mental disabilities.

Disabled households that wish to have a pet other than an assistive animal shall comply with the PHA pet policy rules.

### **22.33 QUALIFICATIONS FOR ASSISTIVE PETS**

The PHA may require that a certification be provided to the PHA certifying:

1. The Resident or a member of the Resident's family is a person with a disability,
2. The animal has been trained to assist persons with that specific disability, and
3. The animal actually assists a person with a disability.

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. ☐ Yes ☒ No: Was the most recent fiscal audit submitted to HUD?
3. ☒ Yes ☐ No: Were there any findings as the result of that audit?
4. ☒ Yes ☐ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? 1
5. ☐ Yes ☒ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

**September 30, 2002**

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - ☐ Not applicable
  - ☐ Private management
  - ☒ Development-based accounting
  - ☒ Comprehensive stock assessment
  - ☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 ®]

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- ☒ Attached at Attachment (File name) **Resident Comments**  
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- ☒ Considered comments, but determined that no changes to the PHA Plan were necessary.  
☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
  
☐ Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

#### **3. Description of Resident Election Process**

- a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations  
☐ Candidates could be nominated by any adult recipient of PHA assistance  
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot  
☒ Other: (describe)

**Appointed by the Mayor confirmed by City Council after a review by Board Nominating Committee**



b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☒ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☒ Other (list)

**Resident Commissioner appointed by the Mayor of City of Peoria.**

**C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here) **City of Peoria, Illinois**
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - ☐ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - ☐ Other: (list below)

-

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

#### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

#### **(Recommendations from Resident Advisory Board)**

**See attached file:**

## Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003002	Harrison Homes South	204	45%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
1460 Dwelling Structures Lead Base Paint abatement			\$100,000	01/01/2004
1465 Dwelling Equipment Stove and Refrigerator replacements			\$280,000	
Total estimated cost over next 5 years			\$380,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003002A	Harrison Homes North	80	50%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
1498 Development Build replacement ACC units			\$1,163,406	01/01/2004
Total estimated cost over next 5 years			\$1,163,406	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003	PHA Wide	427	34%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>1408 Management Improvements</b>  <b>1410 Administrative</b> Salaries and Expenses  <b>1430 Fees and Costs</b> A&E for design and construction Consulting survey and appraisals  <b>1450 Site Improvement</b> Administration building & warehouse replace parking lots and stripe Modernization 504 accessibility requirements  <b>1460 Dwelling Structures</b> Cycle painting Modernization 504 accessibility requirements Vacancy reduction  <b>1470 Nondwelling Structures</b> Modernization 504 accessibility requirements  <b>1475 Nondwelling Equipment</b> Replacement vehicles Maintenance Equipment Computer Hardware  <b>1502 Contingency</b>			\$345,000	01/01/2004
			\$300,000	
			\$150,000	
			\$50,000	
			\$120,000	
			\$20,000	
			\$20,000	
			\$50,000	
			\$200,000	
			\$10,000	
\$120,000				
\$10,000				
\$20,000				
\$50,000				
Total estimated cost over next 5 years			\$1,465,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003009	Scattered Sites	1	1%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003010	Scattered Sites	6	20%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvements Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003011	Scattered Sites	0	0%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003012	Scattered Sites	0	0%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003007	Sterling West	7	7%
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
1460 Dwelling Structures Replacement of trash compactor			\$15,000
Total estimated cost over next 5 years			\$15,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003004	Taft Homes	11	5%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1498 Development Build replacement ACC units			\$804,815
1450 Site Improvements Sidewalks, stoops, road and parking lot repairs			\$10,000
Total estimated cost over next 5 years			\$814,815

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003002	Harrison Homes South	204	45%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>1450 Site Improvement</b> Concrete and Road repair = sidewalks, stoops, handrails roads and parking lots			\$100,000	01/01/2005
<b>Total estimated cost over next 5 years</b>			<b>\$100,000</b>	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003003	Harrison Homes North	154	HUD approved demolition scheduled for 2003	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>1498 Development</b> Build replacement ACC units			\$1,366,406	01/01/2005
<b>Total estimated cost over next 5 years</b>			<b>\$1,366,406</b>	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003	PHA Wide	427	34%
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
<b>1408 Management Improvements</b>			<b>\$345,000</b>
<b>1410 Administrative</b> Salaries and Expenses			<b>\$300,000</b>
<b>1430 Fees and Costs</b> A&E for design and construction Consulting survey and appraisals			<b>\$150,000</b> <b>\$50,000</b>
<b>1450 Site Improvement</b> Modernization 504 accessibility requirements			<b>\$20,000</b>
<b>1460 Dwelling Structures</b> Cycle painting Modernization 504 accessibility requirements Vacancy reduction			<b>\$20,000</b> <b>\$50,000</b> <b>\$200,000</b>
<b>1470 Nondwelling Structures</b> Modernization 504 accessibility requirements Replace heating system Administration and Warehouse Replace plumbing Administration and Warehouse			<b>\$10,000</b> <b>\$30,000</b> <b>\$10,000</b>
<b>1475 Nondwelling Equipment</b> Replacement vehicles Maintenance Equipment Computer Hardware			<b>\$120,000</b> <b>\$10,000</b> <b>\$20,000</b>
<b>1495.1 Relocation Costs</b> Resident relocation during Modernization			<b>\$45,000</b>
<b>1502 contingency</b>			<b>\$50,000</b>
<b>Total estimated cost over next 5 years</b>			<b>\$1,430,000</b>



Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003005	Sterling East	48	48%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
1460 Dwelling Structures Replace air conditioning and heating window units			\$27,000	01/01/2005
Total estimated cost over next 5 years			\$27,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003009	Scattered Sites	1	1%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000	01/01/2005
Total estimated cost over next 5 years			\$30,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003010	Scattered Sites	6	20%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
1450 Site Improvements Concrete repair Landscaping			\$20,000 \$10,000	01/01/2005
Total estimated cost over next 5 years			\$30,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003011	Scattered Sites	0	0%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003012	Scattered Sites	0	0%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003007	Sterling West	7	7%
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
1460 Dwelling Structures Replace carpet on floors 2 - 4			\$60,000
Total estimated cost over next 5 years			\$60,000

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003004	Taft Homes	11	5%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>1450 Site Improvement</b>				<b>01/01/2005</b>
Sidewalks, stoops, road and parking lot repairs			<b>\$20,000</b>	
Paint fence			<b>\$10,000</b>	
Replace playground equipment			<b>\$20,000</b>	
<b>Total estimated cost over next 5 years</b>			<b>\$50,000</b>	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003003	Harrison Homes North	154	HUD approved demolition scheduled for 2003	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>1498 Development</b>				<b>01/01/2006</b>
Build replacement ACC units			<b>\$1,801,406</b>	
<b>Total estimated cost over next 5 years</b>			<b>\$1,801,406</b>	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003	PHA Wide	427	34%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<div>1408 Management Improvements</div> <div>1410 Administrative Salaries and Expenses</div> <div>1430 Fees and Costs A&amp;E for design and construction Consulting survey and appraisals</div> <div>1450 Site Improvement Modernization 504 accessibility requirements</div> <div>1460 Dwelling Structures Cycle painting Modernization 504 accessibility requirements</div> <div>1470 Nondwelling Structures Modernization 504 accessibility requirements</div> <div>1475 Nondwelling Equipment Replacement vehicles Maintenance Equipment Computer Hardware</div> <div>1495.1 Relocation Costs Resident relocation during Modernization</div> <div>1502 contingency</div>			\$345,000	01/01/2006
			\$300,000	
			\$100,000 \$50,000	
			\$20,000	
			\$20,000 \$50,000	
			\$10,000	
			\$120,000 \$10,000 \$20,000	
			\$45,000	
			\$50,000	
			Total estimated cost over next 5 years	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003005	Sterling East	48	48%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
1460 Dwelling Structures Replace air conditioning and heating window units			\$27,000	01/01/2006
Total estimated cost over next 5 years			\$27,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003009	Scattered Sites	1	1%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003010	Scattered Sites	6	20%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvements Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003011	Scattered Sites	0	0%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003012	Scattered Sites	0	0%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003007	Sterling West	7	7%
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
1460 Dwelling Structures Replace window air conditioner units			\$25,000
Total estimated cost over next 5 years			\$25,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003004	Taft Homes	11	5%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Sidewalks, stoops, road and parking lot repairs Replace playground equipment			\$20,000 \$20,000
Total estimated cost over next 5 years			\$40,000

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003002A	Harrison Homes North	80	50%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
1498 Development Build replacement ACC units			\$1,298,406	01/01/2007
Total estimated cost over next 5 years				

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003	PHA Wide	427	34%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
1408 Management Improvements			\$345,000	01/01/2007
1410 Administrative Salaries and Expenses			\$300,000	
1430 Fees and Costs A&E for design and construction Consulting survey and appraisals			\$100,000 \$50,000	
1450 Site Improvement Modernization 504 accessibility requirements			\$20,000	
1460 Dwelling Structures Cycle painting Modernization 504 accessibility requirements			\$20,000 \$50,000	
1470 Nondwelling Structures Modernization 504 accessibility requirements			\$10,000	
1475 Nondwelling Equipment Replacement vehicles Maintenance Equipment Computer Hardware			\$120,000 \$10,000 \$20,000	
1495.1 Relocation Costs Resident relocation during Modernization			\$45,000	
1502 contingency			\$50,000	
Total estimated cost over next 5 years			\$1,140,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003005	Sterling East	48	48%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
1460 Dwelling Structures Replace make up air for hallways			\$60,000	01/01/2007
Total estimated cost over next 5 years			\$60,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003009	Scattered Sites	1	1%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000	01/01/2007
Total estimated cost over next 5 years			\$30,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003010	Scattered Sites	6	20%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
1450 Site Improvements Concrete repair Landscaping			\$20,000 \$10,000	01/01/2007
Total estimated cost over next 5 years			\$30,000	



Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003011	Scattered Sites	0	0%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003012	Scattered Sites	0	0%
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost
1450 Site Improvement Concrete repair Landscaping			\$20,000 \$10,000
Total estimated cost over next 5 years			\$30,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL06P003007	Sterling West	7	7%
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
1450 Site Improvement Concrete repair			\$10,000
1460 Dwelling Structures Replace window air conditioner units			\$25,000
Total estimated cost over next 5 years			\$35,000

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Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IL06P003004	Taft Homes	11	5%	
Description of Needed Physical Improvements or Management Improvements:			Estimated Cost	Planned Start Date (HA Fiscal Year)
1450 Site Improvement Electrical upgrade			\$500,000	01/01/2007
Total estimated cost over next 5 years			\$500,000	

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## Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III Component 7a	Development Activities Component 7b	Demolition / disposition Component 8	Designated housing Component 9	Conversion Component 10	Home-ownership Component 11a	Other (describe) Component 17